

Website: www.Keralapsc.gov.in
e-mail: kpsc@keralapsc.gov.in



KERALA PUBLIC SERVICE COMMISSION

No.RA1-3/1/2020-KPSC

Thiruvananthapuram

Dated :27-12-2023

QUOTATION NOTICE

Sealed quotations are invited for AMC (Annual Maintenance Contract) on **per copy basis** of 17 (seventeen) numbers of Photocopiers/ Multifunction Printers at the Head Office of Kerala Public Service Commission, Pattom, Thiruvananthapuram.

SCHEDULE OF ITEMS

Sl No	Make	Model	Location
1	Xerox	5020	H.O (Advice Rules)
2	Xerox	5016	H.O (GR)
3	Xerox	5016	H.O (Chairman's Sectt)
4	Xerox	5016	H.O (DE)
5	SHARP	AR 6020 N	H.O (DE)
5	SHARP	AR 6020 N	H.O (ER)
7	SHARP	AR 6020 N	H.O (CR/CS/LR)
8	SHARP	AR 6020 N	H.O (Accounts)
9	SHARP	AR 6020 N	H.O (SS1)
10	SHARP	AR 6020 N	H.O (ER)
11	SHARP	AR 6020 N	H.O (GR)
12	SHARP	MxM 265 N	H.O (PR unit)
13	Thoshiba	E Studio 2303A	H.O (O/o The CE)
14	Thoshiba	E Studio 2303A	H.O (R1)
15	Thoshiba	E Studio 2309A	H.O (Accounts)
16	Thoshiba	E Studio 3018A	H.O (Litigation)
17	Thoshiba	E Studio 181	H.O (ER)

Superscription

Quotation No:29/2023

Last date and time for receipt of quotation : 12/01/2024, 1.00 PM

Date and time for opening quotation:12/01/2024 , 3.00 PM

Date up to which rates are to be firm: One year from the date of contract:

Name and designation of purchasing officer: **SAJU GEORGE**

Secretary,
Kerala Public Service Commission,
Pattom,
Thiruvananthapuram.

Terms and conditions.

- 1) Rates quoted will be inclusive of all taxes.
- 2) Duration of this contract is for a period of one year.
- 3) Assurance of promptness of service within next working day.
- 4) The right to reject any quotation in full or in part without assigning any reason thereof is reserved with the purchasing authority.
- 5) The payment terms will be clearly mentioned in the Quotation
- 6) **Under percopy contract all consumables (toner, developer and drum.catridges), and all the genuine spares shall be supplied free of cost. No purchase order will be issued to get consumables. Service charges will not be paid for sevice calls.**
- 7) **Proper maintenance and functioning of the machine should be ensured.**

SAJU GEORGE

Secretary,
Kerala Public Service Commission,
Pattom,
Thiruvananthapuram.

Note: More details can be had from the office of Additional secretary, R&A, Kerala Public Service Commission, Pattom, Thiruvananthapuram.